

## FAQs; Future of Mill Road Workshops

### **Who are Involve**

Involve are a participation charity & leading provider of facilitated events of this nature. You can read more about Involve here - [www.involve.org.uk](http://www.involve.org.uk). Involve have been asked to manage the signing up process and run the workshops on behalf of GCP, as an independent and unbiased expert. Involve have significant experience and expertise in managing facilitated discussions in both small and large groups and have designed exercises that make sure that everyone's views and feelings are respected, and to ensure that no one perspective will dominate the session.

Involve will advise GCP on the best way to bring in different information to the session which will be focussed on setting the context for the small group exercises, which will then explore local knowledge and ideas for the future of Mill Road.

### **Why are the sessions 5 hours long?**

The workshops will each be five hours long. These workshops are not a traditional public meeting, but are designed with an innovative, forward-looking, problem-solving approach that aims to identify future options that will best work for everyone.

Participants will work through exercises to look closely at Mill Road as a whole, drawing upon their local knowledge in dialogue with other stakeholders, and with additional information provided. Then, they will develop ideas for the future of the road, together. These may include small scale ideas, new ideas, or development of pre-existing ideas. This will give those who are closest to Mill Road the opportunity to deliberate on the topic in ways not normally provided for within public consultation.

### **Why is there a limit on numbers?**

The workshop participants will be working in small groups with a facilitator. To ensure that everyone who attends gets to have a say and fully participate.

### **How can I find out about what was discussed, and the conclusions reached, if I can't attend?**

A report on the workshops will be publicly available afterwards.

### **Why did you collect details on demographics and our relationship to Mill Road?**

In case sign up rates exceeded places, we wanted to ensure that all community groups and stakeholder categories were included. This was also explained in the sign up form. We also wanted to ensure that we did not end up in a situation where we inadvertently excluded people by virtue of any protected characteristic.

### **Why did Involve send a re-confirmation of places and why was there only 5 days to respond to this?**

During the initial recruitment period we received emails from members of the public and became aware that (1) some people thought this was the only opportunity to have a say on the future of Mill Road, and (2) some people had thought the sessions were operating on a drop in basis. We want to ensure that everyone who wants to attend, can attend. So, knowing that some people who signed up may not now attend upon hearing about other opportunities, we decided to ask for confirmation. Similarly, we wanted to ensure that attendees are committed to the full five hours. Workshop sessions

were oversubscribed so it would have been unfair on those who wanted to attend and could attend for the full duration, to restrict places without this confirmation. We are happily now in a position that all who have confirmed can attend.

We gave this confirmation five days. This was in balance with allowing several weekdays and a weekend to respond, measured against our need to progress in order to have sufficient time to work with participants to ensure they have everything they need to take part. If you did not receive the email in time, please do not worry. Although the confirmation form is now closed, send us an email ([involve@involve.org.uk](mailto:involve@involve.org.uk)) and, as long as space remains, you can come to the workshops.

### **Is this the only opportunity to have a say on the future of Mill Road?**

No, GCP will be running several further public meetings, and an online survey consultation.

### **Why did the Eventbrite form collect IP addresses?**

Eventbrite collect IP addresses automatically as described in section 3.1 here - [https://www.eventbrite.co.uk/support/articles/en\\_US/Troubleshooting/eventbrite-privacy-policy?lg=en\\_GB](https://www.eventbrite.co.uk/support/articles/en_US/Troubleshooting/eventbrite-privacy-policy?lg=en_GB)

We do not use this information and now that we have a complete list of attendees for the workshops, all personal information in the Eventbrite system has been deleted.

### **How are you using and looking after personal data of participants?**

We will hold the information participants provided at sign up for the following purposes only:

- To provide participants with the information they need to take part in the project
- To ensure that each small group working on the project has a mix of people of different ages, genders, ethnicities, and with different links to Mill Road
- To ensure that the project meets any access requirements participants may have, and that we are able to provide participants with any support you may need
- To reimburse participants for any expenses incurred to enable your attendance such as childcare or respite costs.
- To report on the process and conclusions of the project (this will only use fully anonymised information about participants. In other words, no-one will be able to identify participants from the report, but we may include information such as the total number of residents, traders, etc. attending)

We will store participants' personal information securely and we will not share it with any other organisation or individual.

We will keep participants personal information no longer than 6 months after the end of the project (unless we are required to keep it for longer by law or financial regulations) and then it will be deleted.

Participants have the right to withdraw their consent at any time and to ask us to remove their information from our records.

They can also ask us at any time to see what information of theirs we hold, and ask us to correct it or restrict what we do with it.

You can see a copy of Involve's privacy statement on our website, at <https://www.involve.org.uk/privacy-policy>.

If participants have any concerns or complaints about how we are using and looking after their personal information, they can get in touch with us at [data@involve.org.uk](mailto:data@involve.org.uk) and we will do our best to resolve this.

**Are attendees vetted by GCP?**

No. We are not sharing details of any attendees with GCP.

GCP staff will be in attendance at the workshops, but will not be given any personal details of attendees. Further, we will ask (and support) all participants to change their name to first name only as they join the Zoom workshop.